



**I, Kitea Tipuna, Tumu Whakarae Chief Executive, hereby give notice that
Economic Development Committee Meeting will be held on:**

Date: Tuesday, 14 September 2021
Time: 1.30pm
**Location: Wairoa War Memorial Hall, Queen Street,
Wairoa**

AGENDA

Economic Development Committee Meeting

14 September 2021

The agenda and associated papers are also available on our website: www.wairoadc.govt.nz

For further information please contact us 06 838 7309 or by email info@wairoadc.govt.nz

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- 1 KARAKIA**
- 2 APOLOGIES FOR ABSENCE**
- 3 DECLARATIONS OF CONFLICT OF INTEREST**
- 4 CHAIRPERSON'S ANNOUNCEMENTS**
- 5 LATE ITEMS OF URGENT BUSINESS**
- 6 PUBLIC PARTICIPATION**

A maximum of 30 minutes has been set aside for members of the public to speak on any item on the agenda. Up to 5 minutes per person is allowed. As per Standing Order 15.1 requests to speak must be made to the Chief Executive Officer at least one clear day before the meeting; however this requirement may be waived by the Chairperson. Requests should also outline the matters that will be addressed by the speaker(s).

7 MINUTES OF THE PREVIOUS MEETING

Ordinary Meeting - 3 August 2021

**MINUTES OF WAIROA DISTRICT COUNCIL
ECONOMIC DEVELOPMENT COMMITTEE MEETING
HELD AT THE COUNCIL CHAMBER, WAIROA DISTRICT COUNCIL, CORONATION SQUARE, WAIROA
ON TUESDAY, 3 AUGUST 2021 AT 1.30PM**

PRESENT: His Worship the Mayor Craig Little, Cr Denise Eaglesome-Karekare, Cr Melissa Kaimoana, Cr Danika Goldsack, Mrs Roslyn Thomas, Mr Moana Rongo

IN ATTENDANCE: **Kitea Tipuna** (Tumu Whakarae|Chief Executive), **Kimberley Tuapawa** (Pouwhakarae – Pārongo/Wheako Kiritaki|Group Manager Information and Customer Experience), **Gary Borg** (Pouwhakarae – Pūtea/Tautāwhi Rangapū |Group Manager Finance and Corporate Support), **Stephen Heath** (Pouwhakarae – Hua Pūmau Hapori/Ratonga|Group Manager Community Assets and Services), **Courtney Hayward** (Kaiurungi Matua Kaupapa Here me te Mana Ārahi| Senior Policy and Governance Advisor), **Alannah Marshall** (Kaiurungi Mana Ārahi / Whakawhanake Ōhanga |Governance and Economic Development Officer), **Rubyanne Edwards** (Kaiārahi Tāpoi me te Whakawhanake Hapori |Tourism and Community Development Co-ordinator) **Hinenui Tipoki-Lawton** MSC, **Rachel Dosser** (Vision Projects), **Suzi Lewis** Vision Projects, **Gabby Wilson** (Mayors Task Force for Jobs), **Sam Payne** (Mayors Task Force For Jobs),

1 KARAKIA

Karakia was given by Tumu Whakarae Kitea Tipuna.

2 APOLOGIES FOR ABSENCE

None.

3 DECLARATION OF CONFLICT OF INTEREST

Chairman Cr Denise Eaglesome declared her conflict of interest relating to item **8.1 Economic Development Update** presentation for Mayors Taskforce for Jobs as Manager of Wairoa Young Achievers Trust

4 CHAIRPERSON'S ANNOUNCEMENTS

None

5 LATE ITEMS OF URGENT BUSINESS

None.

6 PUBLIC PARTICIPATION

NONE

7 MINUTES OF THE PREVIOUS MEETING**COMMITTEE RESOLUTION 2021/99**

Moved: Cr Melissa Kaimoana

Seconded: His Worship the Mayor Craig Little

That the minutes [and confidential minutes] of the Ordinary Meeting held on 22 June 2021 be confirmed.

CARRIED

8 GENERAL ITEMS**8.1 ECONOMIC DEVELOPMENT UPDATE****COMMITTEE RESOLUTION 2021/100**

Moved: Cr Melissa Kaimoana

Seconded: Cr Danika Goldsack

That Committee receive the report.

CARRIED

Gabby and Sam from Mayors Taskforce for jobs delivered a presentation to the committee giving a view of the successful outcomes achieved as a result of the 1st tranche of funding. They spoke about how it is about connecting rangatahi into employment and providing pastoral care. They are looking forward to delivering further success with the second tranche of funding recently received.

The committee congratulated NZ Metcates, Wairoa local business owner Ilana Cheiban and her recent success at Hawkes Bay Export awards. Ilana was a finalist in the emerging business category and took away the Judges Choice award, His worship the mayor and Council Economic Development Staff attended to support.

The committee raised a question about ensuring local businesses are supported and encouraged to apply for Hawkes Bay Business awards as entries are now open.

8.2 TOURISM UPDATE**COMMITTEE RESOLUTION 2021/101**

Moved: His Worship the Mayor Craig Little

Seconded: Cr Danika Goldsack

That Committee receive the report.

CARRIED

Kaiārahi Tāpoi me te Whakawhanake Hapori | Tourism and Community Development Co-ordinator advised the committee that we can look forward to another FAWC event this summer at Mahia. She also spoke about some of the work being undertaken by the Opotiki District Council and the close relationship and alignments with staff there and how they may be able to support in expertise for a gig in Wairoa in the future.

8.3 GAIETY THEATRE UPDATE**COMMITTEE RESOLUTION 2021/102**

Moved: Cr Denise Eaglesome-Karekare

Seconded: His Worship the Mayor Craig Little

That Committee receive the report.

CARRIED

The committee discussed and commended staff on revenue generated for this period

Members discussed the need to secure funding for replacement Projector at the Gaiety as replacement parts are no longer manufactured.

Members agreed that they may need to explore the use of the Gaiety Theatre and how to diversify it to ensure the town does not lose this asset.

8.4 VISION PROJECTS UPDATE**COMMITTEE RESOLUTION 2021/103**

Moved: Cr Denise Eaglesome-Karekare

Seconded: Cr Melissa Kaimoana

That Committee receive the report.

CARRIED

The committee discussed

- Te Rauwa a heritage & Cultural study of Wairoa's town centre.

- Break down of Economic Impact – this was deferred to 9.2
- Wairoa Riverside Market Report- explore the options available to have stallholders items available for sale within a pop-up style stall using local business's / upcoming business's

9 PUBLIC EXCLUDED ITEMS

RESOLUTION TO EXCLUDE THE PUBLIC

COMMITTEE RESOLUTION 2021/104

Moved: His Worship the Mayor Craig Little

Seconded: Cr Danika Goldsack

That the public be excluded from the following parts of the proceedings of this meeting at 2.10pm.

The general subject matter of each matter to be considered while the public is excluded, the reason for passing this resolution in relation to each matter, and the specific grounds under section 48 of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution are as follows:

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under section 48 for the passing of this resolution
9.1 - Housing Update	s7(2)(h) - the withholding of the information is necessary to enable Council to carry out, without prejudice or disadvantage, commercial activities	s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7
9.2 - Vision Projects Update PE	s7(2)(h) - the withholding of the information is necessary to enable Council to carry out, without prejudice or disadvantage, commercial activities	s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7

CARRIED

COMMITTEE RESOLUTION 2021/105

Moved: Mr Moana Rongo

Seconded: Cr Denise Eaglesome-Karekare

That Council moves out of Closed Council into Open Council at 2.50.

CARRIED

The Meeting closed at 2.53 closing Karakia by Te Tumu whakarae Kitea Tipuna .

The minutes of this meeting were confirmed at the Economic Development Committee Meeting held on 14 September 2021.

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CHAIRPERSON

8 GENERAL ITEMS

8.1 RECOVERY MANAGER REPORT

Author: Courtney Hayward, Kaiurungi Matua Kaupapa Here me te Mana Arahi Senior Policy & Governance Advisor

Authoriser: Kitea Tipuna, Tumu Whakarae Chief Executive

Appendices: Nil

1. PURPOSE

- 1.1 To update the Committee on recovery activities taken during the Covid-19 delta resurgence 2021.

RECOMMENDATION

The Kaiurungi Matua Kaupapa Here me te Mana Arahi Senior Policy & Governance Advisor RECOMMENDS that Committee receive the report and endorse recovery next steps as per 5. Whakamanahia a Te Wairoa

2. BACKGROUND

- 2.1 When Covid-19 first entered New Zealand in 2020, a decision was made for recovery efforts to have a specific economic development focus. The ED team have absorbed most of the 2020 recommendations into business as usual, however an increased focus on recovery was reactivated during the 2021 Covid-19 Delta outbreak and consequent level 4 and 3 lockdowns.

3. BUSINESS CHECK INS

- 3.1 Using a database provided by Civil Defence as well as previous business engagement, a member of staff phoned businesses to check in. Majority of the feedback suggested the key concern for businesses was the loss of profit from the time in Level 4, but many businesses put measures in place to ensure they were able to open in L3.
- 3.2 Most of the businesses were able to access the wage subsidy and resurgence payment. It is widely agreed that an extension of the resurgence payment would be beneficial for businesses in ensuring overheads are covered as well as staff wages. The Chamber of Commerce are lobbying in this space.
- 3.3 We congratulate our businesses for their resilience in a particularly challenging time. It is pleasing to see an increased number of business open in L2.
- 3.4 Two regional meetings were held to understand business and industry needs – Wairoa representatives were present at both of these.

4. TAUTOKO WAIROA

- 4.1 This support local campaign was reactivated as a direct response to the level 4 lockdown. It primarily was run through Social Media with press releases, tautoko Wairoa videos and imagery shared.

- 4.2 We also introduced “Lockdown Legends” to recognise people in our community who had demonstrated the spirit of supporting our community throughout lockdown. Congratulations to Jodean Kaimoana, Leena Jenkins, Theresa Dwyer, Maihi Kaimoana and the Wairoa Star.
- 4.3 The ED team will put up Tautoko Wairoa banners and reactive the “Shop Local and Win” campaign.

5. WHAKAMANAHIA A TE WAIROA

- 5.1 Whakamanahia a Te Wairoa was the 2020 Covid recovery plan. While no Civil Defence emergency was declared, it is still timely to revisit this plan. In doing so, some key actions were identified for moving forward. These were:
- 5.1.1. Assessing last year’s socio-economic predictions and how Wairoa has fared over the last 2 lockdowns.
 - 5.1.2. Conducting a survey to understand social wellbeing and resilience of our community throughout the lockdowns. This would inform assessing social aspects of last year’s predictions as well as ensuring a community voice is heard through the recovery process.
 - 5.1.3. Applying for funding for an independent review of the effectiveness of the Wairoa Recovery Enablers to achieve the intended outcomes.
 - 5.1.4. Implementing the Wairoa Housing Strategy actions.

6. OPTIONS

- 6.1 The options identified are:
- a. Receive the report
 - b. Receive the report and endorse the activities to be undertaken
- 6.2 The preferred option is B, this contributes to the following community outcomes

Economic wellbeing	Social and Cultural Wellbeing	Environmental Wellbeing
1. A strong prosperous and thriving economy 2. A safe and integrated infrastructure	3. A community that values and promotes its culture and heritage 4. Safe and accessible recreational facilities 5. Supportive, caring and valued communities 6. Strong district leadership and a sense of belonging	7. A safe and secure community 8. A lifetime of good health, education and well-being 9. An environment that is appreciated, protected and sustained for future generations

7. CORPORATE CONSIDERATIONS**What is the change?**

- 7.1 No corporate changes because of undertaking recovery efforts, apart from a redistribution of officer priorities.

Compliance with legislation and Council Policy

- 7.2 Covid-19 Economic Recovery Support Plan

What are the key benefits?

- 7.3 Responsiveness to needs identified for Covid-19 recovery.

What is the cost?

- 7.4 Contained within existing budgets – except for a review of recovery action plan for which external funding will be sought if available.

What is the saving?

- 7.5 n/a

Service delivery review

- 7.6 N/a

Maori Standing Committee

- 7.7 This matter has not been referred to the Māori Standing Committee. The EDC is the first committee of Council to receive a recovery update due to the alignment between Covid-19 recovery and economic development.

8. SIGNIFICANCE

- 8.1 These activities do not trigger the Significance and Engagement Policy.

9. RISK MANAGEMENT

- 9.1 In accordance with the Council's Risk Management Policy the inherent risks associated with this matter are:

Human	Financial	Regulatory
Low	Low	Low
Operations	Employees	Image & Reputation
Low	Medium – increased workload for employees.	Low

Who has been consulted?

There has been no official consultation take place. However general engagement with business people has been undertaken, with a view to undertake further engagement to understand

Further Information



<https://www.wairoadc.govt.nz/assets/Uploads/Whakamanahia-a-Te-Wairoa.pdf>

References (to or from other Committees)**Confirmation of statutory compliance**

In accordance with section 76 of the Local Government Act 2002, this report is approved as:

- a. containing sufficient information about the options and their benefits and costs, bearing in mind the significance of the decisions; and,
- b. is based on adequate knowledge about, and adequate consideration of, the views and preferences of affected and interested parties bearing in mind the significance of the decision.

Signatories

	
Author Courtney Hayward	Approved by Kitea Tipuna

8.2 DRAFT BUSINESS SUPPORT PLAN

Author: Alannah Marshall, Kaiurungi Mana Arahi/Whakawhanake Ohanga Governance and Economic Development Officer

Authoriser: Kitea Tipuna, Tumu Whakarae Chief Executive

Appendices: 1. Business Support Plan [↓](#)

1. PURPOSE

- 1.1 For the committee to review the draft Business support plan, suggest any amendments, and then endorse engagement with Wairoa Business community.

RECOMMENDATION

The Kaiurungi Mana Arahi/Whakawhanake Ohanga Governance and Economic Development Officer RECOMMENDS that Committee

1. Advises of any changes to the Business Support Plan
2. Endorses the Business Support plan for engagement with the Wairoa Business community

2. BACKGROUND

- 2.1 The draft Business Support Plan has been developed to outline Wairoa District Councils vision and direction for business support across the district.
- 2.2 The Wairoa District Council does not currently have a Business Support Plan.
- 2.3 The draft Business Support Plan is aligned with Economic Develop Strategy which is currently being developed
- 2.4 This plan has been created with the intent that it be adjustable subject to local, regional and national priorities, funding streams that become available, partnership opportunities that may arise.
- 2.5 Survey results and feedback received from Business networking event this year was considered with the development of this plan.

3. PROCESS

- 3.1 This draft plan will go through an interactive process
- 3.2 Feedback sought from the Economic Development Committee (September 2021)
- 3.3 Engagement with Wairoa Business Community for feedback. (September 15 – October 6 2021)
- 3.4 Final draft to be tabled for adoption at Economic Development Committee meeting (October 26 2021)

4. OPTIONS

- 4.1 The options identified are:
 - a. Endorse the Business Support plan for consultation with the Wairoa Business community

b. Defer the endorsement due to major updates to Plan or other reasons.

c. Status Quo- Take no action

4.2 The preferred option is A. Endorse the Business Support plan for consultation with the Wairoa Business community, this contributes to the following community outcomes

Economic wellbeing	Social and Cultural Wellbeing	Environmental Wellbeing
1. A strong prosperous and thriving economy 2. A safe and integrated infrastructure	3. A community that values and promotes its culture and heritage 4. Safe and accessible recreational facilities 5. Supportive, caring and valued communities 6. Strong district leadership and a sense of belonging	7. A safe and secure community 8. A lifetime of good health, education and well-being 9. An environment that is appreciated, protected and sustained for future generations

What is the cost?

4.3 As noted in the draft plan

What is the saving?

4.4 n/a

Service delivery review

4.5 n/a

Maori Standing Committee

4.6 The Economic Development Committee is the first committee of Council to see this plan.

Who has been consulted?

This is the first step in rolling out the Business Support Plan

Signatories

	
Author Alannah Marshall	Approved by Kitea Tipuna

BUSINESS SUPPORT PLAN



WAIROA
DISTRICT COUNCIL

Approved by:
Department:
Date Approved:
Next Review Date:
Reviewed: N/A
Revision No: 0
Relevant: N/A
Legislation related policies:
Related forms: N/A

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INTRODUCTION

Businesses make up a valuable part of the economy in Wairoa. We are a town whose economy is underpinned by our primary industries, however an essential function of supporting economic and social wellbeing is ensuring Wairoa has businesses to meet the needs of our existing community and help to attract expatriates as well as new talent and investment.

Te Rohe o te Wairoa has been given an injection of opportunities due to multi-million dollar central government funding into the community. This provides a mechanism to enable and support grassroots led projects. Opportunities such as the Te Wairoa E Whanake main street development and localised commissioning are new and exciting for our community. We need to ensure that existing businesses are recognised and supported for their history in being part of Wairoa's economy.

Considering a broader context, we must also ensure Wairoa is resilient as New Zealand faces shifts in the way businesses must operate due to Central Government's focus on climate change and sector reforms. The global Covid-19 pandemic creates a time period of uncertainty and requires innovative and resilient approaches from businesses. Covid-19 Recovery is becoming business as usual and an increased need for digital connection and innovation is necessary for businesses to survive social distancing procedures and the uncertainty associated with a global pandemic.

Wairoa District Council is responding to business needs by committing to delivering tangible outcomes. Building on our relationships and support networks with businesses to ensure our business community are backed and the benefits flow to the entire community. We are committed to advocating for our businesses.

PURPOSE

To understand our role by creating and designing a clear business support plan. A plan that supports our community's visions & aspirations. By defining a clear pathway of actions that need to be taken to secure this desired future directly for businesses and understanding the flow on for iwi hapu whānau -for all of Wairoa.

KEY PRINCIPLES UNDERPINNING THE PLAN

Creating a Council Culture that understands and responds to local business needs.

RELATIONSHIPS

Have an active relationship within all business sectors in the community to understand needs better. Build and strengthen existing relationships with local and regional employers, business support entities and iwi. Recognising that Council cannot act alone or for our business community in achieving the aims of the strategy.

EXPERIENCE

Review and Improve key touchpoints for businesses within local Council. Removing barriers and identifying key priorities. That the role and statutory functions of Council are understood and respected in the business community.

CENTRALISED

Create and establish an online business directory where local business details are held. Seek input from businesses to identify other needs that can be centralised.

EVERY INTERACTION WITH BUSINESS COUNTS

We want this to be “business as usual”, green carpet, not red tape approach Council process.

ENABLING AND ADVOCACY

Recognising our people have the skills and knowhow to deliver key outcomes for themselves and for the community and that Council’s role is to support this where possible.

CELEBRATING OUR SUCCESS

Businesses in Wairoa are renowned for “punching above their weight”. We aim to support and celebrate businesses by creating annual awards programs and initiatives which recognise hard work and success within organisations and individuals. This, in turn, boosts self-esteem within the sector and will increase visibility for Wairoa businesses.

INITIATIVE	ACTIONS	DELIVERY	BUDGET
National Awards (Sponsorship)	Develop a Business Recognition Policy that rewards Business success at a national level.	Completed July 2022	Within current budget
Local Awards	Host Annual Wairoa Business Award ceremony for all sectors.	Host 2022	Within current budget and sponsorship
Free Promotions	Continue to work in with Regional agencies to use available promotion platforms, Great things Grow here, utilise space at Business Hub	Ongoing	
Gaiety Adverts	Look into the potential opportunity of advertisement during Gaiety sessions	Ongoing	

WHAKAWHANAUNGA

This is aimed at establishing a shared network between businesses and with Council and business support agencies. We will engage in meaningful interactions with businesses. It takes time and many interactions to build rapport with the business community and ensure key relationships. Through this, a vibrant culture is created through shared experiences.

INITIATIVE	ACTIONS	DELIVERY	BUDGET
Business Networking	<ul style="list-style-type: none"> Re-start business breakfast meeting series with visiting speakers. Work with Chamber of commerce to a Host networking event 	Mid 2022 onwards	Within current budget, partnerships, sponsorship
Business Speed Dating	Host with Chamber of Commerce speed dating event	2022 within first four months	Within current budget, partnerships
Business Association	Commence a review on the funding of a Business Association with a view to having a closer relationship with the Economic Development Committee.		Within current budgets
Advocacy	Build strong relationships across the region to support businesses in Wairoa. E.g. regular visits to HB Business Hub.	Ongoing	

SPECIALIST BUSINESS SUPPORT

Building on our positive partnership between business and Council by focussing on interactions within Council processes. Improving the green carpet approach.

INITIATIVE	ACTIONS	DELIVERY	BUDGET
Relationship Managers	<ul style="list-style-type: none"> Initiating a Pilot within Council "business champions" to ensure a co-ordinated approach is taken to support new and current business opportunities Regulatory and Council know-how Information pamphlets for business Connecting relationship managers and business people Constant monitoring and assessment at the conclusion of key activities 	Begin 2022	Within current budget
Online support	Look into the development of a Wairoa events calendar and Wairoa business online directory		

Connection with external support	Advocate for support from regional and national bodies	Ongoing
Pakihi ora	Māori Business support- by connecting iwi,hapu and whanau to information, advice networks and support. <i>Note the wider Māori Economy will form a part of our Economic Development Strategy.</i>	Ongoing

LIFELONG LEARNINGS

Actively seek training opportunities to better support our business community, building on their capabilities and raising the level of skill within

INITIATIVE	ACTIONS	DELIVERY	BUDGET
Growth Funding	<ul style="list-style-type: none"> Actively seek funding and connect with business people as required. Collect and create one source document for this information 	Actively & ongoing	Within current budget, partnerships, sponsorship
Training and Development	<ul style="list-style-type: none"> Look into workshops and training opportunities in response to business organisational needs. Seek input from business person needs. 	Ongoing	
Understanding our future	<p>Conducting a market analysis to identify where attracting new talent could be most beneficial</p> <p>Understand macro-economic influences and apply to Wairoa at a micro level</p>	Late 2022	Seek external funding

START-UP SUPPORT

Green carpet approach to businesses who are looking to start-up company in Wairoa

INITIATIVE	ACTIONS	DELIVERY	BUDGET
Welcome Pack	<ul style="list-style-type: none"> Develop a welcome pack, meet and greet with WDC relationship managers for all new start-ups within Te rohe o te Wairoa 	December 2021	Within current budget.
Seed Funding	<ul style="list-style-type: none"> Business Hub – networking. Actively on seeking 	Ongoing	
Gift Packs	Look into the development of “Made in Wairoa” gift packs showcasing Locally produced goods for all budgets and occasions		

MEASURES OF SUCCESS

- Business relocated to the region.
- Retention of new businesses that employ staff survive.
- Increase spend within the local community.
- Strong and Positive relationships between Local Business sector and Council.
- Business Community Spirit is alive.
- Local businesses feel appreciated and supported by Wairoa District Council.

TAUTOKO WAIROA

While drafting this support plan, New Zealand was in no immediate response to Covid-19. The world watched New Zealand lead a relaxed lifestyle with mass gatherings. However, the entry of Covid-19 Delta variant into the community in August 2021 triggered another lockdown. “Tautoko Wairoa” (*support Wairoa*) is a buy local campaign aimed at encouraging circular economy within Wairoa as much as possible.

In partnership with Tatau Tatau o Te Wairoa a Pakihi Ora (*Business wellbeing*) review was undertaken. “Tautoko Wairoa” was rolled out as part of a Wider Wairoa post COVID 2020 lockdown Economic recovery Plan. “Tautoko Wairoa” has developed into a more comprehensive branding for encouraging this circular economic focus while the world remains in a constant flow in and out of covid response and recovery.

The campaign was about getting behind and encouraging the community to support local businesses. There are resounding economic benefits of spending locally, keeping money in the local economy, creating a resilient marketplace, and building a self-sufficient Te Rohe o te Wairoa. This then creates jobs for locals. We aim to keep this an annual event unless triggered by further Lockdowns.

Existing “Recovery” Plans are written. The pandemic environment determines how and when these are used. Every intention is to align with Council’s “business as usual” approaches while still considering the effects of the pandemic and responding appropriately.

8.3 GAIETY THEATRE UPDATE

Author: Alannah Marshall, Kaiurungi Mana Arahi/Whakawhanake Ohanga Governance and Economic Development Officer

Authoriser: Kitea Tipuna, Tumu Whakarae Chief Executive

Appendices: 1. Gaiety Report [↓](#)
2. Coming Soon Poster October 2021 [↓](#)



1. PURPOSE

- 1.1 This report provides information for Committee on the Gaiety Theatre. No decisions are required by Committee at this stage.

RECOMMENDATION

The Kaiurungi Mana Arahi/Whakawhanake Ohanga Governance and Economic Development Officer RECOMMENDS that Committee receive the report.

Signatories

 	
Author Alannah Marshall	Approved by Kitea Tipuna

ECONOMIC DEVELOPMENT COMMITTEE MEETING AGENDA

September 2021

THE GAIETY THEATRE UPDATE**Author:** Natasha Loh, Operations Officer Gaiety Theatre**Authoriser:** Rubyanne Edwards, Tourism and Community Development Co-Ordinator**Appendices:** Coming Soon Poster**1.0 PURPOSE**

- 1.1 This report provides a current update on the Gaiety Theatre to the Economic Development Committee.

RECOMMENDATION

The Gaiety Theatre Operations Officer RECOMMENDS that the Economic Development Committee receives this report.

2.0 UPDATE ON THE LATEST INITIATIVES AND EVENTS

- 2.1 The July school holidays proved to be very successful having three kids movies to play: Space Jam: A New Legacy, Spirit Untamed and Cranston Academy.
- 2.2 Space Jam: A New Legacy had 273 people attend the screening. Showing that going to the cinema is still a past time that families enjoy together.
- 2.3 The Gaiety Theatre was closed for 3 weeks during August and September due to Covid-19 lockdown. The theatre was closed from 18th August and opened on 08th September once the level dropped to 2. Restricted numbers of 50 people at the cinema have been implemented and masks worn by everyone due to the new Delta variant being more aggressive.

ECONOMIC DEVELOPMENT COMMITTEE MEETING AGENDA

September 2021

2.5 The impact of COVID-19 is still having an impact on the movie industry so many blockbusters have been delayed over the next few months and some have been delayed until 2022.

5.0 Upcoming Movies

2.6 The bulb for the projector was changed in July. There is no issue with getting new bulbs for our current projector.

Movies coming soon to the Gaiety Theatre as per attached poster.

2.7 The Wairoa Pony Club had a fundraiser which screened the movie "Dream Horse" they sold 153 tickets. It was a successful night, and it was a good choice of movie being about a race horse.

The top films for the period are as follows:

Title	Distributor	Ticket Sales
1. Space Jam: A New Legacy	Warner Bros	\$2730.00
2. Dream Horse	Sony	\$1920.00
3. Black Widow	Disney	\$1620.00
4. Spirit Untamed	Universal	\$1480.00
5. Fast and the Furious 9	Universal	\$1030.00
6. Wairoa Film Club	Various	\$830.00
7. The Quiet Place 2	Paramount	\$780.00
8. Cranston Academy	Rialto	\$670.00
9. The Hitman's Bodyguards Wife	Roadshow	\$510.00
10. Conjuring 3	Universal	\$410.00

Upcoming Events

The Gaiety Theatre has been booked for the following events:

St Joseph's School hiring out the Gaiety Theatre for Wairoa District School Film

Festival of school's own films that they are making.

Movie Screening for the primary school Road Crossing Program Rock Church

Conference

**Old****Wairoa Film Club**

22nd September

**Respect**

23rd September

**Reminiscence**

23rd September

**Warrior Queen****Wairoa Film Club**

29th September

**Paw Patrol The Movie****For School Holidays**

30th September

**Anibo: Amazon Princess****For School Holidays**

30th September

**Boss Baby: Family Business****For School Holidays**

30th September

**Shang-Chi and the Legend of the Ten Rings****For School Holidays**

30th September

**Queen Bees****Wairoa Film Club**

06th October

**Pig****Wairoa Film Club**

13th October

**No Time To Die (007 James Bond)**

07th October

**Candy Man**

14th October



www.gaietytheatre.co.nz
[#thegaietytheatre](https://www.facebook.com/thegaietytheatre)
boxoffice@gaietytheatre.co.nz

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8.4 VISION PROJECTS UPDATE

Author: Courtney Hayward, Kaiurungi Matua Kaupapa Here me te Mana Arahi Senior Policy & Governance Advisor

Authoriser: Kitea Tipuna, Tumu Whakarae Chief Executive

Appendices: 1. Vision Projects Report [↓](#)


1. PURPOSE

- 1.1 This report provides information for Committee on Vision Projects Activities. No decisions are required by Committee at this stage.

RECOMMENDATION

The Kaiurungi Matua Kaupapa Here me te Mana Arahi Senior Policy & Governance Advisor RECOMMENDS that Committee receive the report.

Signatories

	
Author Courtney Hayward	Approved by Kitea Tipuna



06 September 2021

ACTIVITY REPORT

Prepared for the Wairoa District Council Economic Development Committee. Items of confidential and/or commercial sensitivity are addressed in a separate report for consideration 'in Committee'.

COVID 19

Vision Projects works in compliance with the National restrictions mandated by COVID 19 Alert Levels. Following the recent change in Alert Levels, Health and Safety protocols have been adopted accordingly. Where these changes have impacted various projects, it is detailed in the following report.

TE WAIROA E WHANAKE

Contract milestones

Monthly report (PDU) > employment impacts	05/08/21	✓
Monthly report (PDU) > employment impacts	08/09/21	✓

1 BUILDING REDEVELOPMENT

1.1 WINTER'S BUILDING

The concept design for the Winter's building has been completed and will be discussed at an upcoming Wairoa District Council workshop to be approved the next stage. Once approved, preliminary designs will begin.

Vision Projects researched the history of the office buildings at the rear of the Winter's building on Locke Street. This part of the building is specifically referenced with a consent condition in the Resource Consent (RM210011). This research, and the risk to Council in attempting to maintain and strengthen the exterior walls as recommended in the current consent condition are summarised in a memo to WDC Planning and structural engineering assessments (attached). It is recommended Council removes this condition from RM210011.

Upstairs demolition and asbestos removal has been completed. Demolition One will return to complete the second stage once a decision around the ground floor wall has been decided, and also remove the street canopy and remaining internal areas. Since joining contractors Demolition One, two young local WYAT clients have been offered work opportunities with the demolition team in Napier and Hastings.

1.2 TE WHARE TĀTAI ARORANGI

Te Whare Tātai Arorangi was developed to be a nationally recognised destination tourism offering celebrating Wairoa's unique place in Aotearoa's space story. The proposed visitor experience supports the relocation of WDC's visitor centre to Marine Parade in the redeveloped Winter's Building. Te Whare Tātai Arorangi would lead the narrative in the redeveloped building and deliver on Council's commitment to create a destination tourism offering and commercial space on this site. Realising this outcome requires additional funding.

A workshop is scheduled to work through the current and future potential to keep this project on the table, without compromising Council's contractual obligations with PDU.

1.3 GEMMELL'S BUILDING

The building consent for the construction of the Gemmell's main build is still being processed by Council. Many of the main-build materials have been sourced including all windows and doors, steel and roof materials. This will help streamline the construction with all materials available and ready when needed.

The design of the restaurant seating area and kitchen is almost complete with final changes being made before sign-off. This design will allow for an efficient, durable, and future-proofed space. Vision Projects is working with a construction management team who are working to draft up a tender package for all aspects of the main build construction – this will be advertised in October.

Vision Projects are preparing an application to ECCT (October) for additional funds to fulfil the goal of an all-weather community courtyard as the PDU funding does not stretch to cover the fit out of this area.

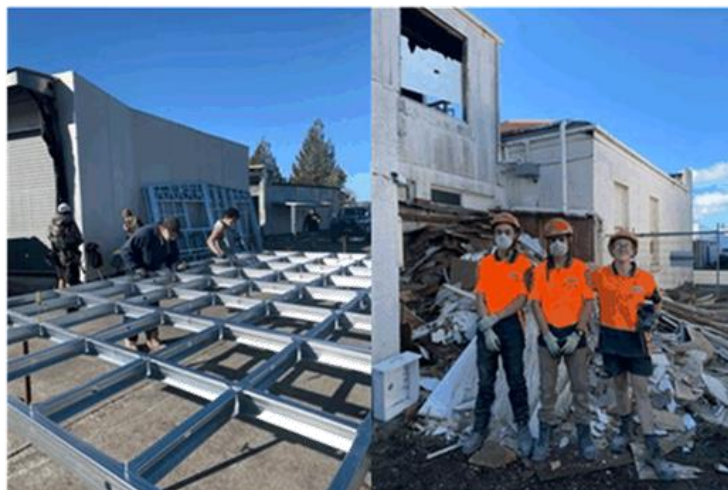
1.4 FOUNDATION WORK – EARTHQUAKE STRENGTHENING

QRS have made great progress in digging out all areas ready for the installation of ground beams. Weather and restrictions from Alert Level 4 and 3 has caused delays to this work. The team are anticipated back on site in early September when we move to Alert Level 2.

1.5 EIT/POD CONSTRUCTION

Construction of the CAFÉ pod is nearing completion. The external steel shell is complete, and the back wall and roof cladding has been installed. Delays in materials delivery have been successfully worked around. Three WYAT clients were selected from a competitive interview process to work on the project build under instruction of former EIT Wairoa tutor and builder Will Kereru. These employees will learn valuable skills throughout the duration of the project and be equipped for future careers in the trade industry. A \$50,000 grant application to support the build for this element of the project to First Light Foundation was successful.

<https://vimeo.com/wyldecreative/review/574702111/2da2e93634>



2 CENTENNIAL LIBRARY AND ARCHIVE REDEVELOPMENT

The Centennial Library and Archive redevelopment funding project was in the Request for Proposal stage. This included working with the shortlisted architects. This stage will be extended to accommodate the time lost through Alert Levels 4 and 3. This is outlined in the Project Report included here as a separate item.

3 RECOMMENDATIONS

1. That the Committee receive this activity report from Vision Projects.
2. That the Committee receive the supporting report documents;
 - Memo to Wairoa District Council Planning, Re: Resource Consent RM210011
 - Winters Building A – Structural Report (EB Consulting Engineers)
 - Winters Building A – Proposed Wall Strengthening (EB Consulting Engineers)
 - Library Archive Redevelopment Project Report (monthly)

8.5 TOURISM AND I-SITE UPDATE

Author: Courtney Hayward, Kaiurungi Matua Kaupapa Here me te Mana Arahi Senior Policy & Governance Advisor

Authoriser: Kitea Tipuna, Tumu Whakarae Chief Executive

Appendices: 1. Tourism and I-Site Report [↓](#)

1. PURPOSE

- 1.1 This report provides information for Committee on Tourism and I-Site activities. No decisions are required by Committee at this stage.

RECOMMENDATION

The Kaiurungi Matua Kaupapa Here me te Mana Arahi Senior Policy & Governance Advisor RECOMMENDS that Committee receive the report and provide a letter of support for the intercity bus.

Signatories

	
Author Courtney Hayward	Approved by Kitea Tipuna

WAIROA I-SITE REPORT

THE WAIROA I-SITE UPDATE AND COMMUNITY DEVELOPMENT REPORT

Author: Rubyanne Edwards, Tourism and Community Development Co-Ordinator

Authoriser: Rubyanne Edwards, Tourism and Community Development Co-Ordinator

Appendices: Nil

1.0 PURPOSE

1.1 This report provides a current update on the Wairoa I-SITE and Community Development Report to the Economic Development Committee.

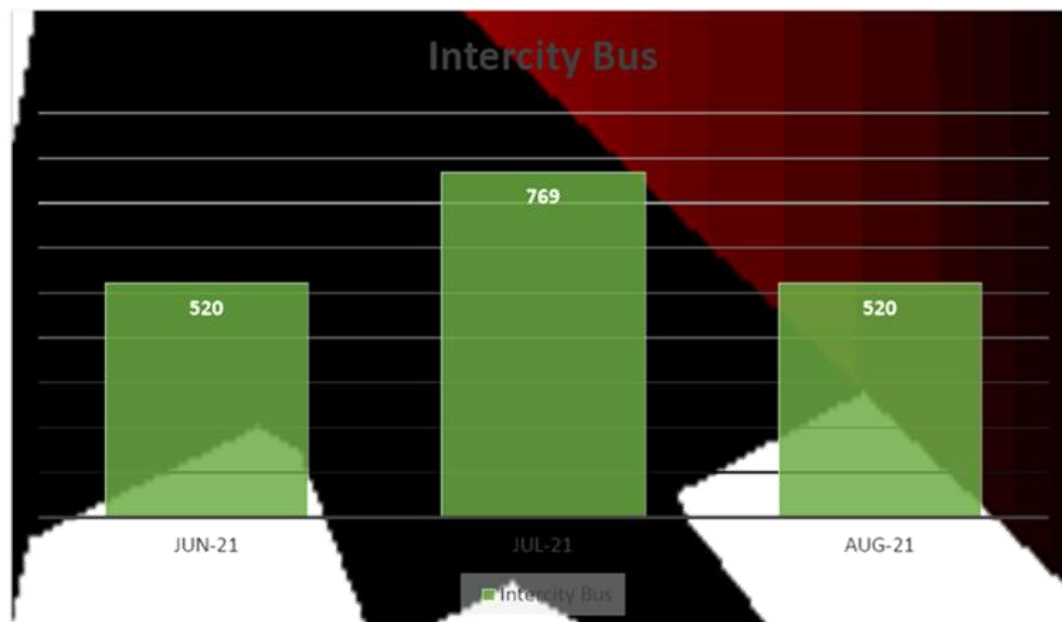
RECOMMENDATION

The Tourism and Community Development Co-ordinator RECOMMENDS that the Economic Development Committee receives these reports.

2.0 INTERCITY BUS

MASK/Cover is required while travelling on public transport nationwide. Passengers are required to supply their own face covering while travelling on Intercity services and must remain securely fitted to their face for the duration of the journey. The buses continue to run 4 days, Sunday, Monday, Thursday and Friday.

In July there were **769** and August **299** using the bus, made up of Locals and domestic travelers utilising the Intercity Bus. The numbers are low for August due to COVID19 Delta Variant.



2.1 SUPPORTING INTERCITY

Intercity may not be able to reinstate some services nationwide including between Wairoa-Gisborne and Wairoa-Napier for some time.

Intercity require our support to lobby to the government for funding to continue our bus service.

What we have done and doing:

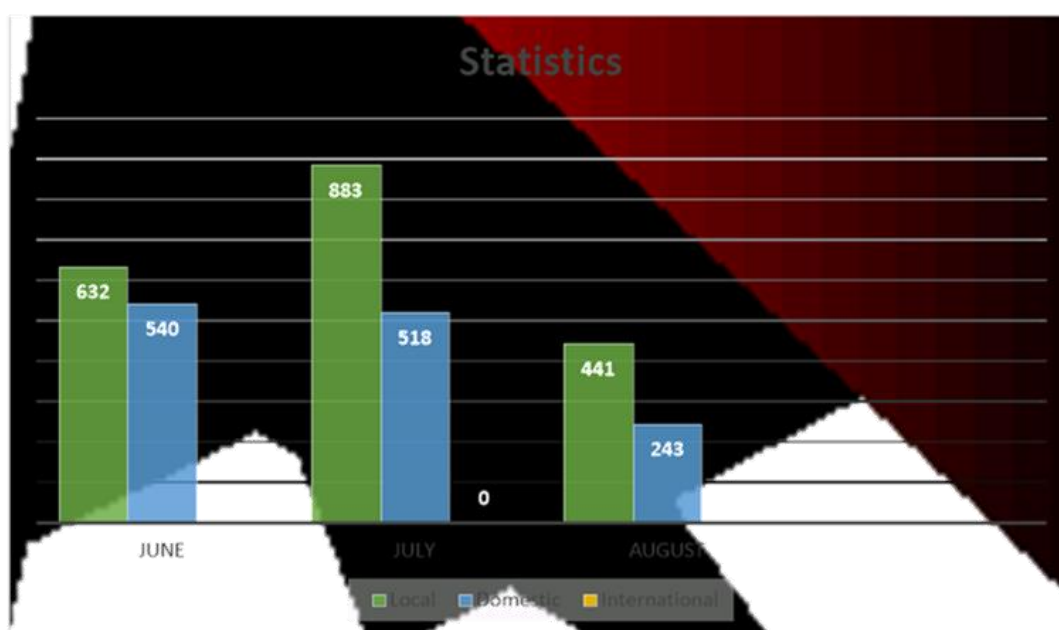
Collated names and numbers from the community that regular use the bus and will support this Kaupapa, this also includes NGOs as a lot of their clients utilise the bus.

We would like to request a supporting letter from the Economic Development Committee.

3.0 STATISTICS AND ANALYSING

Statistics gathered daily recording is on information the visitors require ie Bus, Local attractions, domestic attractions, accommodation, Retail, Photocopying, License for Fish and Game, Summer Camping Permits and Information on services

The numbers are down in August due to COVID 19 Delta Variant.



4.0 STAFF UPDATE

Appreciation to Hope and Kaylah for there support during the lockdown, and continued support with maintaining the I-SITE.

Training continues via Zoom for IBIS and Bookit.

5.0 TOURISM INFRASTRUCTURE FUND

We were approved \$322,820 for public toilets in Mahanga and Te Reinga as well as 7 big belly bins. Appreciation to Te Reinga Marae and Mahanga Marae for their Tautoko. Unfortunately, MBIE will not be renewing the Responsible Camping Fund this year, they are planning a further round of funding from the Tourism Infrastructure Fund (TIF). They anticipate that the fund will open for applications from Councils and other eligible parties in March 2022. More information on the coming TIF round will be provided early next year. As for previous rounds of the TIF, any capital expenditure for responsible camping infrastructure projects can be considered.

6.0 HAWKES BAY TOURISM

Summer FAWC

Pioneering restaurateur Fleur Sullivan of Fleurs Place is heading north to Wairoa, and bringing her immensely talented, up-and coming chef Lyall Minhinnick with her. Join Fleur and Lyall at Kaiuku Marae in Mahia as they prepare for you the freshest kai from the land, sea and rivers.

Minhinnick was recently one of three finalists nationwide in the Beef and Lamb's Young Ambassador Competition, and while he is used to foraging around Moeraki for his ingredients, expect to get a true taste of Mahia with dishes including beef and crayfish. More details soon on when tickets will be on sale.

7.0 COMMUNITY DEVELOPMENT POSITION

With the departure of Austin King, we are advertising for a replacement. Congratulations to Austin who is now working at the Wairoa Hospital, he will be missed, especially his connection and his support he gave to the Wairoa Community.

8.0 ISITE NEW ZEALAND REVIEW

I-Sites have been part of New Zealand's travel ecosystem, for domestic and international visitors since 1990 and the contribution to the tourism sector is significant. Pre-COVID-19, centres across the network were used by over 700,000 international holiday visitors each year and collectively assisted with 7.6 million visitor inquiries. A total of \$57.4m per year was generated in travel sales booked through the centres, almost 40 per cent of all international holiday visitors to New Zealand used an I-SITE and almost two thirds of these said this influenced their decisions around activity, transport or accommodation providers.

Overall, 56 percent of users were international visitors, 26 per cent domestic and 19 per cent were locals. For every \$1 of direct sales made by the network, there was a \$1.48 total additional spending in the wider economy.

However, before the COVID-19 pandemic a number of I-Sites had already closed, visitor numbers were trending down, visitor spending had significantly reduced due to direct booking competition and operational costs were rising, in the wake of the pandemic, despite increased domestic and local visitor numbers and spending, overall visitor numbers have fallen by 57 per cent and spend by a further 62 per cent.

The I-SITE network is at a crossroads because our markets are changing along with how Kiwis see tourism. The network is highly trusted by users and has a strong reputation among stakeholders. However, it has inconsistent standards and levels of service and lacks a long-term game plan. Capital investment for improvements and standardisation and a strong digital strategy.

The need for change is clear, Before COVID19, a major body of work was already underway to identify a new way forward for the network and that has now been further developed to also reflect and respond to the impacts of the pandemic.

What we have now:

The I-SITE brand is managed by Tourism New Zealand and I-SITE New Zealand is trading name for Visitor Information Network (VIN Inc) a subsidiary of Tourism New Zealand. The VIN Board does not see continuation of the status quo for I-SITES as a visible scenario. Without steps to revitalise the network it is likely it will degrade further and become unsustainable. Sliding standards and declining membership would undermine the networks value to Tourism NZ, visitors and I-SITE owners.



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I-SITES Countrywide

Summary of key changes

	Current	New Tier 1	New Tier 2
Membership fees	\$1,650-\$2,805+gst	\$5,000-\$10,000+gst (TBC)	\$1,500-\$3,000+gst (TBC)
Membership of VIN Inc	All locations are members	Remain as members	No longer members
Rules of participation	Constitution, Membership Requirements & Standards	Constitution, Licence Agreement	Licence Agreement
Compliance	Qualmark (fee included in membership)	Qualmark (fee included in membership)	Qualmark (fee included in membership)
Brand	i-SITE	New brand - align with Tiaki values	New licensee sub-brand - align with Tiaki values
Interior fit-out	Mixed and inconsistent	Compulsory - full interior scheme	Optional - pick and choose assets
Interior fit-out cost	Owner funds	50/50 government/owner	Fully funded by owner
National staff uniform	Mixed - owners' choice	New national uniform	New national uniform
Service and credit card fees	Mixed - owners' choice	No fees	No fees
Use of POS system	VIN preferred supplier recommended	Must use VIN preferred supplier for every transaction	Must use VIN preferred supplier for every transaction
Commercial agreements with suppliers	Owners' responsibility	VIN Inc to assist with standardised agreements	VIN Inc to assist with standardised agreements
Retail item sales	Owners' responsibility	Transition towards NZ made goods only	Transition towards NZ made goods only
Automated door counter	Optional	Required and must use VIN preferred supplier	Required and must use VIN preferred supplier
Customer satisfaction monitoring	Optional	Required and must use VIN preferred supplier	Required and must use VIN preferred supplier
Data sharing	Recommended	Must collect and share nominated data	Must collect and share nominated data
Wi-Fi	Recommended	Must provide FOC - VIN Inc to manage messaging to users.	Must provide FOC - VIN Inc to manage messaging to users.
Operator brochure racking	Owners' responsibility	VIN Inc to assist with standardised agreements	VIN Inc to assist with standardised agreements
Compulsory FOC brochure racking	Must stock i-SITE Touring Map and all RTO official visitor guides	Must stock i-SITE Touring Map and any other approved material (Tiaki/DOC)	Must stock i-SITE Touring Map and any other approved material (Tiaki/DOC)
Local Qualmark business brochures	Owners' responsibility	Given priority location on rack	Given priority location on rack
Digital channels	Owners' responsibility	VIN Inc will centrally manage website, Facebook and Google My Business channels	VIN Inc will centrally manage website, Facebook and Google My Business channels
Individual websites	Owners' responsibility	If using a booking engine, then must be VIN Inc's preferred partner	If using a booking engine, then must be VIN Inc's preferred partner
A/V screens	Owners' responsibility	VIN Inc will centrally control messaging to 1 internal and 1 external video screen - additional screens under local control	VIN Inc will centrally control messaging to 1 internal video screen - additional screens under local control
Sustainability	Compulsory Qualmark and optional TIA Sustainability Commitment	Compulsory Qualmark and TIA Sustainability Commitment with enhanced goals.	Compulsory Qualmark and TIA Sustainability Commitment with enhanced goals.

CONCLUSION

Survey has been sent to all of the I-SITEs in New Zealand, Wairoa I-SITE has responded and raised questions to ensure we have a better understanding of the implications of moving to Tier 1 or 2.

Once a response has been received and answers to the questions are provided, we will have a greater understanding of the most suited option for Wairoa.

Nga Mihi
Rubyanne Edwards

9 PUBLIC EXCLUDED ITEMS**RESOLUTION TO EXCLUDE THE PUBLIC****RECOMMENDATION**

That the public be excluded from the following parts of the proceedings of this meeting.

The general subject matter of each matter to be considered while the public is excluded, the reason for passing this resolution in relation to each matter, and the specific grounds under section 48 of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution are as follows:

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under section 48 for the passing of this resolution
9.1 - Vision Projects - PE Item	s7(2)(i) - the withholding of the information is necessary to enable Council to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)	s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7
9.2 - Hawkes Bay Economic Development Review Update	s7(2)(i) - the withholding of the information is necessary to enable Council to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)	s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7
9.3 - Housing Update (IAF)	s7(2)(h) - the withholding of the information is necessary to enable Council to carry out, without prejudice or disadvantage, commercial activities	s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7